

 <p>Financial Assistance Award</p> <p>DENALI COMMISSION 510 L Street, Suite 410 Anchorage, Alaska 99501 (907) 271-1414 (phone) (907) 271-1415 (fax) www.denali.gov</p>		Award Number	01526-00		
		Award Title	VIP Program Support		
		Performance Period	October 1, 2017 through September 30, 2019		
Authority 112 Stat 1854	CFDA Number 90.100	<u>Recipient Organization & Address</u> State of Alaska, DCCED 333 Willoughby Ave Juneau, AK 99801-1770 Phone: 907-465-2500 Recipient DUNS # 809387467 TIN # 1926001185K1			
Denali Commission Finance Officer Certification					
<u>Cost Share Distribution Table</u>					
Accounting Code	New Funding		Prior Period Funding		Total
	Denali Commission	Other Contributors	Denali Commission	Other Contributors	
95670000	\$50,000.00		\$0.00		\$50,000.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
Total	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00
This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission constitutes an obligation of federal funding.					
Signature of Authorized Official - Denali Commission Electronically Signed		Typed Name and Title Mr. Jay Farmwald Director of Programs		Date 10/26/2017	

AWARD ATTACHMENTS

State of Alaska, DCCED

01526-00

1. Terms and Conditions
2. Attachment A

**Financial Assistance Award Terms and Conditions
Between the Denali Commission and
The State of Alaska Division of Community and Regional Affairs (DCRA)
For Village Infrastructure Protection Program Support
Award No. 1526**

1. Project Summary

- a. Scope of Work: General support for the development and implementation of the Commission's Village Infrastructure Protection (VIP) Program.
- b. Deliverables: Staff time up to one day per week and periodic travel.
- c. Budget: The Commission is making an initial amount of \$50,000 available to DCRA via this Financial Assistance Award (FAA). This amount includes all direct, indirect, and pre-award costs (if any) authorized pursuant to 2 CFR 200.458. All Commission funding is intended to be used for the scope of work identified in this FAA only. Any funds remaining after the full scope of work has been completed shall be returned to the Denali Commission consistent with 2 CFR 200.319.
- d. Delivery Method: This Award is a cooperative agreement between the Commission and DCRA. Key staff at DCRA will collaborate with the VIP Program Manager regarding program initiatives, priorities and implementation strategies.
- e. Performance Period: The Period of Performance for this FAA is 1 October 2017 through 30 September 2019. In accordance with 2 CFR 200.309 Recipients can only incur obligations or costs against this FAA during the Period of Performance, unless specifically authorized in the Special Provisions (Section 14 of this document). If a project cannot be completed within the approved Period of Performance, an extension request must be made in accordance with the Commission's *Recipient Guidelines and Requirements* (RGR) document dated July 2015, available at www.denali.gov.

More detailed information on scope, deliverables, budget, funding, project delivery method and/or management plan, schedule and key milestones are included in Attachment A dated 29 September 2017.

2. Project Reporting and Commission Site Visits

Progress reports and a close-out report are required under this FAA. Progress Reports shall be submitted at the frequency stipulated in the Special Provisions. The Closeout Report shall be completed within 90-days of the end of the Period of Performance. All reports must be submitted using the Denali Commission's on-line Project Database System, available at www.denali.gov/dcpdb.

Commission staff or agents of the Commission may make visits to the project site and/or home office to monitor progress during and/or after the Period of Performance. The Recipient shall coordinate and make information available as necessary to facilitate any such site visits.

Refer to the *Recipient Guidelines and Requirements* document for further information related to reports and site visits.

3. Payments

Payments under this FAA will be made in accordance with 2 CFR 200.305 by electronic transfer in response to a Standard Form 270 (SF-270) "Request for Advance or Reimbursement", submitted by the Recipient. At a minimum, all 270's must include summary cost information on labor, materials, contracts/consultants, and indirect costs. Detailed documentation is required for any single expenditure greater than \$50,000. If Pre-award Costs and/or Advance Payments are authorized under this FAA, the Special Provisions will indicate so. Requests for reimbursements may be made as needed. Refer to the *Recipient Guidelines and Requirements* document for further information about submitting SF-270's.

4. Modifications

In accordance with 2 CFR 200.308, the Recipient shall report deviations in project scope, budget, delivery method, management plan, schedule, or changed site conditions, and request prior approvals from the Program Manager. The Recipient shall also submit written requests to the Program Manager for the replacement of Key Staff identified in the Special Provisions. Refer to the *Recipient Guidelines and Requirements* document for further information about modifying a Financial Assistance Award.

5. Financial Management, Record Keeping, Internal Controls, and Audits

The Recipient must have financial management and record keeping systems that are consistent with 2 CFR 200.302. If the Recipient is a State organization it must expend and account for FAA funds in accordance with applicable State laws and procedures for expending and accounting for the State's own funds.

The Recipient must establish and maintain effective internal controls with respect to this FAA that are consistent with 2 CFR 200.303.

In accordance with 2 CFR 200.501, Recipients that expend \$750,000 or more of federal funds in a year shall have a single or program-specific audit conducted for that year.

Refer to the *Recipient Guidelines and Requirements* document for further information about financial management, record keeping, internal controls and audits.

6. Direct and Indirect Costs

All direct costs must be allowable and reasonable. Indirect costs must be allocable based on accepted accounting policies and practices. Indirect costs must be specifically included as a line item or identified with appropriate notes in the approved FAA budget. Refer to 2 CFR 200 Subpart E (Cost Principles) and the *Recipient Guidelines and Requirements* document for further information on direct and indirect costs.

7. Sub-Awards and Contracts

All sub-awards and contracts issued by the Recipient under this FAA must comply with 2 CFR 200.331 and Appendix II to 2 CFR 200. Refer to the *Recipient Guidelines and Requirements* document for further information on this subject.

8. Acknowledgement of Support

The Recipient shall name the Denali Commission as a financial contributor and project/program partner in all media correspondence related to the work supported by this FAA. If Commission funds are used for construction, the Recipient shall also display a sign at the construction site that acknowledges the Commission's support. Refer to the *Recipient Guidelines and Requirements* document for further information on this subject.

9. Real and Personal Property

In accordance with 2 CFR 200.311, 313, and 316 the Denali Commission may require the Recipient to execute a security interest or other public notice of record to indicate that real or personal property acquired or improved, in whole or in part, with Federal funds is subject to a Federal interest. Any such requirements under this FAA, including post project reporting in accordance with 2 CFR 200.329, will be stipulated in the Special Provisions.

10. Conflict of Interest

In accordance with 2 CFR 200.112, the Recipient must disclose in writing any potential conflicts of interest to the Commission. In addition, 2 CFR 200.318 requires that Recipients maintain written standards of conduct covering conflicts of interest and governing the performance of their employees engaged in the selection, award, and administration of contracts. Refer to the *Recipient Guidelines and Requirements* document for further information on this subject.

11. Denali Commission Policies

Recipients may be required to comply with certain published Denali Commission policies. Any such requirements under this FAA will be stipulated in the Special Provisions. Refer to the *Recipient Guidelines and Requirements* document for further information on individual policies.

12. Laws and Regulations

Recipients are required to comply with all applicable Federal laws and regulations. General categories of potentially applicable laws and regulations are summarized below. Refer to the *Recipient Guidelines and Requirements* document for further information on specific laws and regulations that may apply.

- a. Debarment and Suspension
- b. Whistle-blower Protection
- c. Non-Discrimination
- d. Lobbying and Propaganda
- e. Environmental
- f. Drug-Free Workplace
- g. Travel
- h. Human Rights
- i. Animal Welfare
- j. Executive Compensation

13. Other Provisions

- a. The United States expressly disclaims any and all responsibility or liability to the Recipient or sub-recipients for the actions of the Recipient or sub-recipients resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this FAA, including sub-awards, contracts, or sub-contracts issued in connection with this FAA.
- b. To the maximum extent practicable, considering applicable laws, the Recipient shall accomplish the project contemplated by this FAA using local Alaska firms and labor.
- c. All terms and conditions contained in this FAA apply to any sub-recipient under this FAA.
- d. Failure to comply with the provisions of this FAA or maintain satisfactory performance may result in additional FAA conditions pursuant to 2 CFR 207. This includes but is not limited to: temporarily withholding of payments pending the correction of the deficiency; disallowance of project costs; wholly or partially suspending or terminating the FAA. In addition, failure to comply with the provisions of this FAA may also have a negative impact on the Recipient's eligibility for future Federal awards.

14. Special Provisions

Progress Reports: Semi-Annual; first report covering period 1 September 2017 thru 30 March 2018.

Key Staff: Sally Cox

Sub-awards and Sub-contracts: not allowed

Pre-award Costs: n/a

Advance Payments: n/a

Federal Property Interests and Reporting Requirements: n/a

Denali Commission Policies: n/a

Bonds and Insurance: n/a

15. Program Manager, Financial Manager & Other Contact Information

Denali Commission	DCRA
Don Antrobus Program Manager 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3500 E-mail: dantrobus@denali.gov	Sally Cox Project Manager 550 W. 7 th Ave., Suite 1640 Anchorage, AK 99501 Phone: 907-269-4588 E-mail: sally.cox@alaska.gov
Janet Davis Grants Management Officer 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3036 E-mail: jdavis@denali.gov	Melissa Taylor Operations Manager 550 W. 7 th Ave., Suite 1640 Anchorage, AK 99501 Phone: 907-269-4540 E-mail: melissa.taylor@alaska.gov

**Attachment A
To
Financial Assistance Award
Between the Denali Commission and DCRA
For VIP Program Support
Award 1526**

29 September 2017

Scope of Work

The Division of Community and Regional Affairs (DCRA) within the State of Alaska Department of Commerce, Community, and Economic Development for many years has been, and continues to be a leader in providing technical assistance to rural Alaska communities threatened by coastal/riverine erosion, flooding and permafrost degradation. DCRA's management of the *Alaska Climate Change Impact Mitigation Program*, *Alaska Risk MAP Program*, and participation on the *Governor's Subcabinet on Climate Change - Immediate Action Workgroup* are good examples of their contribution to building community resilience in this context. Key components of the planning and mitigation activities related to the threats and programs referenced above complement the federal Village Infrastructure Protection (VIP) Program being developed by the Denali Commission as directed by President Obama in September 2015. While the Commission and DCRA have been collaborating on VIP Program issues over the last two years, issuing an Award to DCRA that provides partial financial support for their programs/staff will serve to formalize the relationship between the two agencies. A more formal relationship should inevitably lead to more efficient federal/state collaboration and the overall goals --- hazard mitigation and increasing community resilience.

Key DCRA staff shall work with the Commission's VIP Program Manager to develop and implement the federal VIP Program. This includes developing VIP priorities, initiatives, budgets, and implementation strategies. DCRA may also provide other specific ancillary services from time to time as may be identified via amendments to this FAA.

Deliverables

- Staff time up to one day per week
- Periodic VIP Program related training
- Periodic VIP Program related travel

Budget

The Commission is making \$50,000 available to DCRA for 25 months of VIP Program support via this Financial Assistance Award (FAA). These funds may be used for DCRA key staff salaries, travel and other direct costs that support the VIP Program. Salary costs reimbursed under this FAA will be at a fully burdened rate of \$82.58 per hour. Training, travel and other direct expenses will be reimbursed at actual costs. Reimbursement under this FAA will not include any indirect costs.

Delivery Method

This FAA is a Cooperative Agreement between the Commission and DCRA. Assignments, training, travel and time spent at the Commission's office will be as mutually agreed between the VIP Program Manager and DCRA key staff. DCRA will be responsible for the payment of salaries directly to DCRA staff supported via this Award, minus authorized and required withholdings. DCRA will also be responsible for employee leave and other benefits, and required employer taxes and contributions, including worker's compensation insurance. All key staff time charged against this FAA shall be supported with payroll tracking documentation that shows specific dates and hours working on Commission initiatives/activities.

The Commission will provide office space and general administrative support so DCRA key staff can physically work at the commission as required from time to time. At DCRA's option, training and travel may either be arranged and paid for by DCRA and then reimbursed via standard FAA reimbursement procedures, or the Commission will arrange for and directly pay all related training and travel costs, including tuition, transportation and per diem, in accordance with Commission policies and procedures. If the Commission directly pays for training and/or travel costs, said costs will not be allocated against the budget in this FAA. The Commission will be directly responsible for office-related incidental expenses.

Physically working at the Commission's office from time to time shall not in any way relieve DCRA key staff from administrative requirements that apply to DCRA employees. For the term of this FAA, the designated DCRA coordinator for DCRA staff working at the Commission location will be Ms. Melissa Taylor.

The Commission or DCRA may terminate this Award provided they give a minimum 90-day written notice to the Commission, except that DCRA may terminate the Award immediately upon the termination or permanent unavailability of any DCRA employee that is designated as key personnel.

Schedule

The initial performance period for this FAA is 1 October 2017 through 30 September 2019. The Performance period and/or the budget may be increased or decreased by amendment.